






PORMPURAAW

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Ordinary Council Meeting MINUTES

Wednesday 25 June 2025

Pormpuraaw Aboriginal Shire Council
Boardroom

24 Thinraathin Street, Pormpuraaw

1 OPENING OF MEETING

The Mayor declared the meeting open at 11:58 am.

2 ATTENDANCE AND CERTIFICATE OF ATTENDANCE

Mayor Ralph Kendall (Jnr), Deputy Mayor Tim Koo-Aga, Cr Keith Barney and Cr Romena Edwards

In Attendance: Ms Janelle Menzies (Chief Executive Officer and Minute Taker).

3 APOLOGIES

Cr Lucy Foote sent their apologies.

4 DECLARATION OF INTEREST

Chapter 5B of the Local Government Act 2009 (the Act) requires Councillors to declare a Prescribed or Declarable Conflict of Interest. The Declaration is to be made in writing to the Chief Executive Officer, before the Ordinary Meeting of Council.

Mayor Ralph Kendall (Jnr) declared they had a prescribed conflict of interest (as defined by sections 150EG, 150EH ad 150EI of the Local Government Act 2009) in matters regarding Item 9.1.

Cr Romena Edwards declared they had a declarable onflict of interest (as defined by sections 150EG, 150EH ad 150EI of the Local Government Act 2009) in matters regarding Item 9.1.

5 RELATED PARTY DECLARATION FORM

6 RECEIVING AND CONFIRMATION OF MINUTES

RESOLUTION NO: 2025/62

That the Council resolve to receive and adopt the Minutes of the Ordinary Meeting of Pormpuraaw Aboriginal Shire Council Held on Wednesday 28 May 2025.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 4/0

RESOLUTION NO: 2025/63

That the Council resolve to receive and adopt the Minutes of the Special Meeting of Pormpuraaw Aboriginal Shire Council Held on Friday 6 June 2025.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Cr Keith Barney

CARRIED 4/0

7 ITEMS ARISING FROM PREVIOUS MEETINGS

RESOLUTION NO: 2025/64

The council resolve to change the resolution no 2025/44 at item 11.6 of the Ordinary Council Meeting on 28 July 2025 to say "maximum alcohol concentrate of 4% al" rather than "less than 4% alcohol" to be consistent with the current restriction of the Alcohol Management Plan.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Romena Edwards

CARRIED 4/0

8 DELEGATIONS / GUESTS

Nil

9 CORRESPONDENCE

9.1 PARADISE HOLDINGS REQUEST FOR ASSISTANCE FOR BOAT RAMP AT COLEMAN RIVER CAMPING GROUP

RESOLUTION NO: 2025/65

That Council resolve to approve in principal and give instruction to the CEO to investigate further.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Cr Keith Barney

CARRIED 4/0

9.2 HUNTING AND FISHING EKBC

I, Ralph Kendall, inform the meeting that I have a prescribed conflict of interest due to Eddie Kendall being my brother,

As a result of this prescribed conflict of interest I will now leave the meeting room.

Mayor Ralph Kendall (Jnr) left the meeting at 12.05 pm

I, Romena Edwards, inform the meeting that I have a declarable conflict of interest due to Eddie Kendall being my partners brother.

Although, I have a declarable conflict of Interest, I believe that I would reasonably be perceived to be impartial because we are only going to consider if we should put out a mustering tender.

Therefore, I wish to remain in the meeting and ask the eligible councillors to decide if I may remain in the meeting.

RESOLUTION NO: 2025/66

Cr Tim Koo-Aga and Cr Keith Barney agreed to allow Cr Romena Edwards to remain in the meeting.

RESOLUTION NO: 2025/67

The Council resolve to put a Bull Catching / Mustering contract out to tender.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Keith Barney

CARRIED 3/0

10 OPERATIONAL STATUS REPORTS

10.1 EXECUTIVE MANAGER COMMUNITY SERVICES REPORT MAY 2025

EXECUTIVE SUMMARY

Executive Manager Community Services Report May 2025

RESOLUTION NO: 2025/68

That the council resolve to receive and note the report.

Moved: Cr Romena Edwards

Seconded: Cr Keith Barney

CARRIED 4/0

10.2 EXECUTIVE MANAGER OPERATIONAL SERVICES REPORT MAY 2025

EXECUTIVE SUMMARY

To update Council on the Operational Services activities for May 2025

RESOLUTION NO: 2025/69

That the council resolve to receive and note the report.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Cr Keith Barney

CARRIED 4/0

10.3 EXECUTIVE MANAGER CORPORATE SERVICES REPORT TO COUNCIL MAY 2025

EXECUTIVE SUMMARY

To provide Council with an update of the Corporate Services function as of 19 June 2025.

RESOLUTION NO: 2025/70

That the Council resolve to receive and note the Corporate Services report as tabled.

Moved: Cr Romena Edwards

Seconded: Cr Keith Barney

CARRIED 4/0

11 CHIEF EXECUTIVE REPORTS

11.1 APPLICATION FOR ROADSIDE FOOD VAN AND FOOD SAFETY LICENCE

EXECUTIVE SUMMARY

To advise Council of an application for Roadside Food Vans and Food Safety Licence

RESOLUTION NO: 2025/71

1. That council resolve not to approve the Roadside Food Van Application and Food Safety Licence.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 4/0

11.2 SPECIAL HOLIDAYS 2026

EXECUTIVE SUMMARY

For Council to consider Special Holidays in 2026.

RESOLUTION NO: 2025/72

1. That the council resolve to apply for the following special holidays :-

17 April 2026 - Fishing competition

3 June 2026 - Mabo Day

17 July 2026 - Cairns Show Day – To be confirmed

Moved: Cr Keith Barney

Seconded: Cr Romena Edwards

CARRIED 4/0

11.3 CONFLICT OF INTEREST MANAGEMENT PLAN - JANELLE MENZIES

EXECUTIVE SUMMARY

To provide the Council with a Conflict of Interest Management Plan

RESOLUTION NO: 2025/73

That the Council resolve to receive and approve the Conflict of Interest Management Plan for Janelle Menzies

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Keith Barney

CARRIED 4/0

11.4 AUDIT COMMITTEE MEMBERSHIP

EXECUTIVE SUMMARY

That the Council Consider to increase the Audit Committee membership

RESOLUTION NO: 2025/74

1. That the Council resolve not to make any changes to the membership of the Audit committee.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Mayor Ralph Kendall (Jnr)

CARRIED 4/0

11.5 AUDIT COMMITTEE REPORT TO COUNCIL

EXECUTIVE SUMMARY

The purpose of this report is for the Chief Executive Officer to present the unconfirmed minutes of the Audit Committee Meeting held on 16 June 2025, to serve audit committee report to Council in accordance with section 211(4) of the *Local Government Regulation 2012*.

RESOLUTION NO: 2025/75

That the Council receive and note the Audit Committee Report by the Chief Executive Officer.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 4/0

12 EXECUTIVE MANAGER OF CORPORATE SERVICES REPORTS

12.1 CORPORATE SERVICES REPORT - EXTERNAL AUDIT INTERIM REPORT

EXECUTIVE SUMMARY

To provide Council with the 2025 External Audit Interim Report.

RESOLUTION NO: 2025/76

That Council resolves to receive and note the 2025 External Audit Interim Report.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Cr Keith Barney

CARRIED 4/0

12.2 CORPORATE SERVICES REPORT - ASSET DESKTOP VALUATION REPORT 2025

EXECUTIVE SUMMARY

To provide Council with the 2025 Asset Desktop Valuation Report

RESOLUTION NO: 2025/77

That the Council resolves to receive and note the 2025 Asset Desktop Valuation Report provided by Australis Asset Advisory Group (AAAG) and to adopt the indexed fair value movement on the Council's asset categories.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 4/0

12.3 CORPORATE SERVICES REPORT - INTERNAL AUDIT REPORT ON ASSET DESKTOP VALUATIONS 2025

EXECUTIVE SUMMARY

To provide Council with the 2025 Internal Audit Report on Asset Desktop Valuations.

RESOLUTION NO: 2025/78

That Council resolves to receive and note the 2025 Internal Audit Report on Asset Desktop Valuations provided by Altius Advisors & Chartered Accountants as attached.

Moved: Cr Romena Edwards

Seconded: Cr Keith Barney

CARRIED 4/0

12.4 CORPORATE SERVICES REPORT - FINANCIAL STATEMENTS FOR PERIOD ENDED 31 MAY 2025

EXECUTIVE SUMMARY

To provide Council with the financial statements for the period ended 31 May 2025.

RESOLUTION NO: 2025/79

That Council resolves to receive and note the financial statements for the period ended 31 May 2025.

Moved: Cr Romena Edwards

Seconded: Mayor Ralph Kendall (Jnr)

CARRIED 4/0

13 EXECUTIVE MANAGER OF OPERATIONS REPORTS

Nil

14 EXECUTIVE MANAGER OF COMMUNITY SERVICES REPORTS

Nil

15 CONFIDENTIAL ITEMS*

Nil

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012:

NO. 16.1 Permission to Reside**Reason for confidentiality**

As required under Section 254(J)(3) of the Local Government Act 20098 this item is considered to be confidential due to the following reasons:

(f) Matters that may directly affect the health and safety of an individual or group of individuals.

MOVE INTO CLOSED SESSION

RESOLUTION NO: 2025/80

That the Council move into closed session at {time}.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Cr Romena Edwards

CARRIED 4/0

MOVE OUT OF CLOSED SESSION

RESOLUTION NO: 2025/81

That the Council move out of closed session at {time}.

Moved: Cr Romena Edwards

Seconded: Cr Keith Barney

CARRIED 4/0

A summary of items discussed in closed session is presented below.

15.1 PERMISSION TO RESIDE

CONFIDENTIAL REASONS

As required under Section 254J(3) of the *Local Government Act 2009*, this item is considered confidential due to the following reason(s):

(f) matters that may directly affect the health and safety of an individual or a group of individuals.

EXECUTIVE SUMMARY

Council to consider approving Applications to Reside in Pormpuraaw.

RECOMMENDATION

That Council to approve the Applications to Reside in Pormpuraaw as received.

RESOLUTION NO: 2025/82

That Council to approve the Applications to Reside in Pormpuraaw for 3 application and that 2 applications be a joint application.

Moved: Mayor Ralph Kendall (Jnr)

Seconded: Cr Romena Edwards

CARRIED 4/0

16 LATE ITEMS

Nil

17 TENDERS & QUOTATIONS

Nil

18 NOTICE OF MOTION

Nil

19 NEXT MEETING

The next meeting will be held on Wednesday 30 July 2025.

20 CLOSE OF MEETING

There being no further business the Mayor declared the meeting closed at 1:35 pm.

These minutes were confirmed at the Ordinary Meeting of Council on 30 July 2025 - Resolution Number 2025/85.

Ralph Kendall
Mayor

Janelle Menzies
Chief Executive Officer